

## **LITTON CHENEY PARISH COUNCIL**

**A Meeting of the Litton Cheney Parish Council will be held on  
7:00pm on Tuesday 9<sup>th</sup> September 2025  
At Litton and Thorner's Community Hall**

1. Apologies for absence
2. Declarations of interest
3. Democratic time
4. Approval of Minutes of Parish Council meeting held on Tuesday 8<sup>th</sup> July 2025
5. Approval of Minutes of Extraordinary Parish Council meeting held on Tuesday 12<sup>th</sup> August 2025
6. Matters arising since the previous meeting not part of this Agenda
7. Dorset Council Overview - Ward Councillor for Chesil Bank: Cllr Sally Holland
8. Clerk's/RFO's report.
  - 8.1 Receive Clerk's/RFO's report.
    - 8.1.1 Confirmation and approval of councillors' IT Cyber Security training following the adoption of the IT Policy by the Parish Council and all individual councillors.
  - 8.2 Receive the Financial update.
    - 8.2.1 Approval of invoices for payment (appended to this agenda)
    - 8.2.2 Approval of Schedule of Regular Payments (appended to this agenda)
    - 8.2.3 To note the Clerk's salary increase in line with the National Pay Award and to note the Clerk's pay increase to be backdated to April 2025.
9. Discuss anti-social behaviour within the village confines, in particular instances of speeding. Decide how best this is dealt with as a result of consultations with Dorset Police.
10. Parish Council Survey – Discuss and agree on DAPTC Smaller Parish Council survey responses. Deadline for parish council responses is 31<sup>st</sup> October 2025.
11. Dorset Council Local Plan Options Consultation – Discuss and agree on the Council's responses. Deadline for responses 13<sup>th</sup> October 2025.
12. Dorset Council Local Transport Plan Consultation – Discuss and agree on the Council's responses. Deadline for responses 13<sup>th</sup> October 2025.
13. Proposal to set aside £150 for the purchase of a wreath for Remembrance Day in November, and also for the purchase and engraving of brass plaques to be attached to seven new wooden crosses commemorating those from Litton Cheney who gave their lives during WW11 on what will be the 80th anniversary/year of the end of the Second World War in 1945.
14. Policy Review
  - 14.1 HR Policies – Review and adopt the following new policies (required as referenced in the Clerk's Contract):
    - a) Grievance Policy
    - b) Disciplinary Policy
    - c) Equality and Diversity Policy
    - d) Sickness Absence Policy

- e) Health and Safety Policy
- f) Expenses Policy
- g) Whistleblowing Policy

14.2 Review of existing adopted policies:

- a) Community Bench Policy
- b) Data Protection Policy
- c) Email Policy
- d) Grants and Donations Policy
- e) Metal Detecting Policy

15. Councillors' Portfolios:

15.1 Planning: Cllr Orchard

15.2 Highways/Transport: Cllr Matthews

15.3 Playground/ Playing Field/Allotments: Cllr King

15.4 Countryside Matters/Footpaths/Rights of Way: Cllr Blacke

15.4.1 Handrail - the Rocks

15.4.2 Bench maintenance

15.5 Village Fabric/ Maintenance/ DAPTC/BLAP/Administration and Probity: Cllr  
Firrell

16. Planning matters - To consider any planning applications, appeals or enforcements in circulation:

16.1 Planning Application(s)- Applications received after the publication of this agenda will be distributed prior to the meeting.

17. To consider moving to Closed session to consider Staff matters - Public and press will be excluded from this part of the meeting.

18. Clerk's Employment

17.1 Clerk's Probationary Review

17.2 Review and agree the Clerk's Contract.

19. Date of next meeting: The next meeting of the Parish Council will be at 7.00pm on Tuesday 11<sup>th</sup> November 2025.

20. Meeting close.

Debbie Hollings  
Clerk/Responsible Financial Officer  
Litton Cheney Parish Council

## Report 11 September 2025

<b>Parish funds</b>	<b>Total</b>
Balance brought forward as at 1 April	£29,931.60
Income to date	£6,209.98
Expenditure to date	£7,998.29
<b>Parish funds as at above date*</b>	<b>£28,143.29</b>

**\* Of which the following is held in reserves or CIL**

Earmarked reserves	£17,750.00
CIL	£6,741.82
Playground (ringfenced)	£100.00
Community Fund (ringfenced)	£423.00
<b>Total reserves/CIL held</b>	<b>£25,014.82</b>
<b>Approved spend since last reported/meeting</b>	
	<b>£0.00</b>
<b>Income since last reported/meeting</b>	
Interest	£32.63
	<b>£32.63</b>
<b>Invoices/Payments for approval at time of publishing agenda</b>	
<b>Invoices arrived after the publication of the agenda</b>	
<b>Schedule Payments due (as detailed on Budget and Commitments for the coming year)</b>	
Scheduled: September & October Clerk's wage	£885.92
Scheduled: Clerk's wage increase, backdated to April 2025	£68.60
Scheduled: Rural Village Services Group annual membership (paid 24th July 2025)	£52.50
Bank A/C service charges	£8.50
	<b>£1,015.52</b>